

Minutes – Approved 10/12/16

New Library Committee

Monday September 26, 2016 9AM

Brookfield Library Upstairs

30th Meeting

Present: Chair C. Cumberton, K. Ciriello, J. Choi, A. Barney, D. Cioffi

- **Approval of Meeting Minutes** - The Minutes from the September 12, 2016 meeting are in process.
- **Work on Campaign for a New Library** – J. Choi moved, seconded by K. Ciriello, to go into Executive Session at 9:17 a.m., for the purposes of discussing real estate. Motion carried unanimously. Executive Session concluded at 9:33 a.m., and it was noted that no motions were made.
- **Board of Finance Meeting** ○ **Question sheet** ○ **Form** – Mrs. Cumberton advised that she only received one response to the form that she handed out at the BOF meeting. The two dates are October 18 and October 25, 2016. She will also send the form to J. Lucas, the Town Treasurer. There was discussion regarding attending the next BOF meeting, and requesting that the BOF members provide their input so that NLC members can prepare for the next meeting. Mrs. Cumberton noted that the capital plan is due October 1, 2016. The purpose of the meeting with the BOF members is to show them the current library facility and what we would like in a new library. There was discussion regarding whether additional public comment should be made at the BOF meeting on October 12, 2016, and if the NLC should attend the Best of Brookfield event on October 19, 2016. Mrs. Barney advised that there is a \$5 admission fee to that event this year.
- **Coffee for Community Outreach** – This event will likely take place at the beginning of November. Mrs. Cumberton will send out an Evite to all who attended Libby Post's core discussion group.
- **Presence on Website** – Mrs. Cumberton will draft a summary about the NLC and its purpose and status.
- **Next Steps** – Tours of the Southbury and Monroe libraries will take place on October 17, 2016.

Mrs. Cumberton attended the Municipal Building Committee meeting, where she stated the Requests for Proposal process was discussed. The RFP will list that the library will be built on a three-acre site at a location to be determined. The RFPs will be submitted to the controller. The MBC also suggested posting the RFP to Dodge reports. Mrs. Barney stated she could send it to ConnTech, and the Department of Administrative Services. There was discussion regarding utilizing resources on the State Library website.

- **Gmail account activity** – None.

- **Miscellaneous** – Mrs. Barney discussed her experience at the Provincetown and Turro libraries on Cape Cod during a recent vacation.
- **Close Meeting** – The meeting adjourned at 10:09 am.